CIVILIAN MARINES

Marine Corps Civilian Community Management

DOD Instruction 1400.25 Civilian Strategic Human Capital Planning: (Driver)

Context for DOD SHCP

- DOD Instruction 1400.25:
  - Establishes
  - Implements Policy
- SHCP directive driven by NDAA 06, Congress, GAO
- GAO report to HASC - DOD did not comply with NDAA requirements for civilian SHCP
- Assigns responsibilities for civilian human capital planning; to meet current and future civilian employee requirements

DOD SHCP Policies

- Policy
  - Acknowledges total force while directing common framework for DOD wide civilian workforce requirements, criteria and reporting
  - Endorses competency based workforce analysis, UGESP * - compliant, communicated to stakeholders (HR, finance, manpower, etc.)
  - Resources and execution remain with components
  - Life cycle management of workforce, phased program approach
  - Strong emphasis on applying existing HC staff resources to support SHCP

* Uniform Guidelines on Employee Selection Procedures **(UGESP)**

USMC Civilian Career Advisory Board (CCAB)

- **Commandant of the Marine Corps**

  - Established and Empowered the CCAB (June 2000)

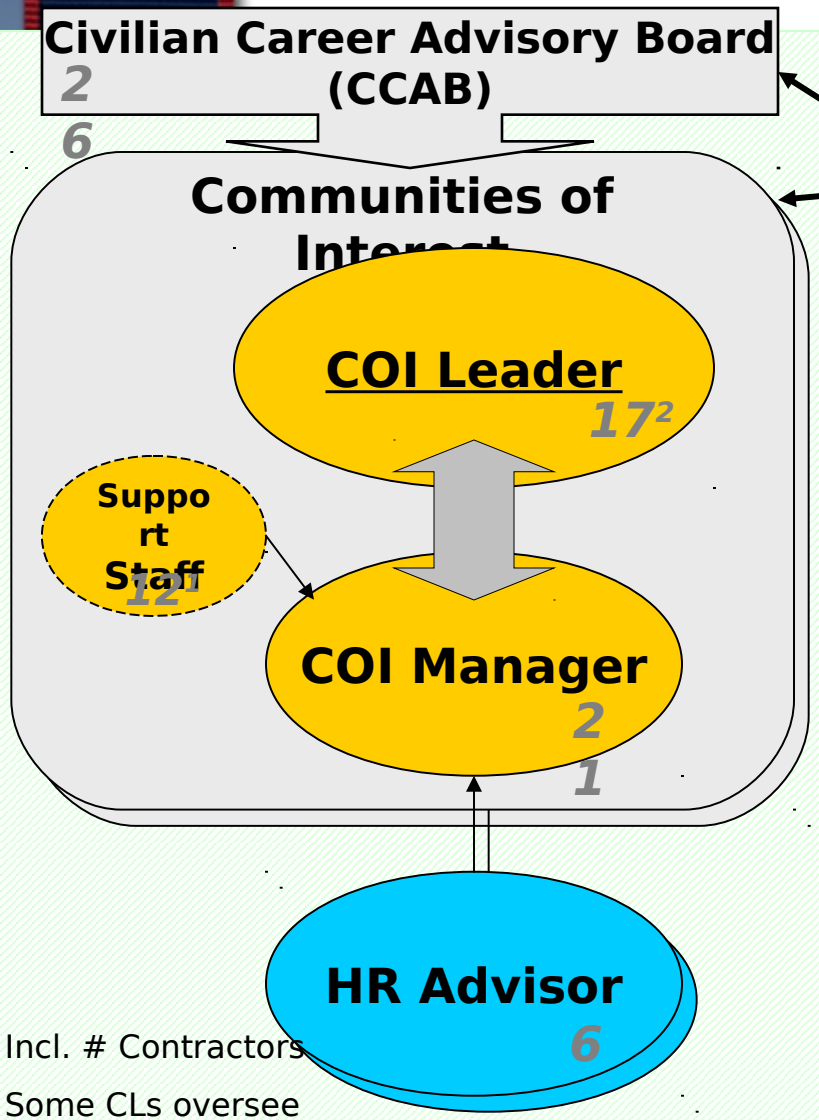
  - Empowered HQMC, Manpower & Reserve Affairs for oversight (MPC30 support)

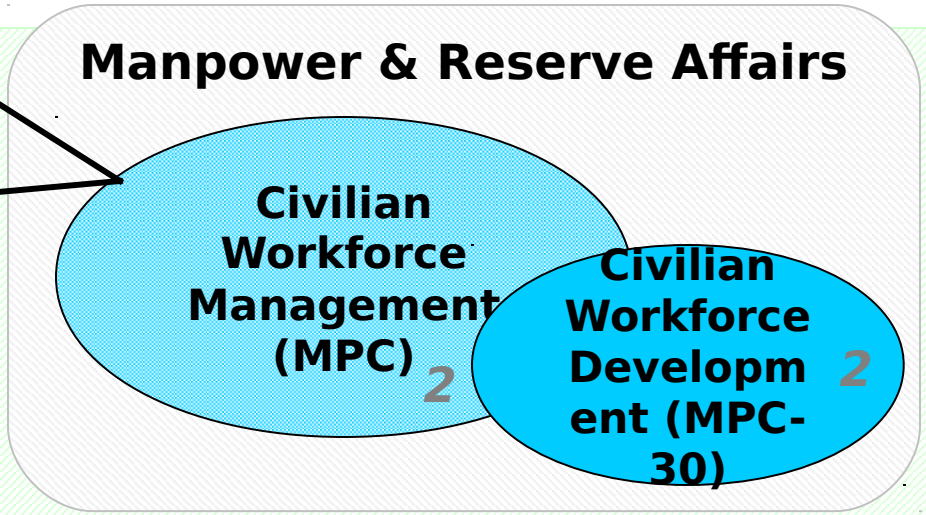
- **Charter:**

  "…responsible for developing and supporting the strategy for Marine Corps civilian leadership and career development and sustainment that is responsive to the Marine Corps Mission…"

- **Identified Communities of Interest and Community Leaders**

Marine Corps COI Organization





The COI Leader:

- Senior Executive of the Community
- Appoints the COI Manager
- Guides Community Development
- Approves COI Actions

1 Incl. # Contractors

2 Some CLs oversee more than one

Communities of Interest (COIs)

- **Oversight**
  - Leader (SES/PB 3 or equivalent)
  - Manager: Technical Expert (upper level PB2/PB3 or equivalent)
- **Responsibilities**
  - Focus on technical and foundational skills
  - Set community vision & plan
  - Maintain Career Path Templates
  - Collect & Share Best Practices
  - Provide Community-wide Communications

- Provide SHCP data calls to OSD via DON

Civilian Communities of Interest

Community of Interest	Lead	COI Population
Industrial Trades	LOGCOM	8,628
Community Support	M&RA	6,182
Administration	AR	3,109
Logistics	I&L	2,030
Sec & Law Enforcement	PP&O	2,555
Financial	P&R	1,855
IT Management	C4	1,616
Education & Training	TECOM	1,987
Facilities	I&L	935
Human Resources	M&RA	996
Analysts	P&R	985
Contracts	I&L	513
Engineering & Science	MCSC	446
Environmental	I&L	375
Media & PR	AR	342
Safety & Occ Health	SD	293
Legal	CL	151
Acquisition Prgm Mgmt	MCSC	183
Intelligence	INTEL	69
Manufact & Prod	LOGCOM	14

Sample COI Activities

- Sponsor Functional Training
- COI Workforce Shaping
- COI Competency Updates for CWDA
- COI Meetings/Forums/Focus Groups
- COI Road Maps Identification
- COI Awards Programs
- COI Websites and Share Points
- COI Training Teams

Headquarters Marine Corps COI Support

- COI Funding
  - FY 2009 1.9M
- COI Support Contract
  - Identified competency development requirements and community goals based on consultation with COI Manager
  - Identified available resources for immediate / update / input into CWDA.
  - Initiated competency development work to be updated. Provided each COI with detailed assessment of competencies and supporting CWDA workbook.
  - Prepared revised CWDA workbooks and forwarded to COI Managers for review before submission to MPC

Strategic Human Capital Planning (SHCP) (DoDI 1400.25 v250)

- **USMC Civilian Workforce Development Application (CWDA) supports the concept**
  - Requires USMC communities to:
  - Identify current and future manpower requirements
  - Identify workforce gaps
  - Identify competency gaps
  - Develop strategies to overcome gaps to include career roadmaps
  - Assess training and strategies to ensure closure of gaps

Headquarters Marine Corps COI Support

- Provide liaison to COI Leaders and Managers
  - OSD and DON Community Management Policy and initiatives
- Training and Education COI specific:
  - 2009 Road Show
  - Established contract support for competency development/validation
  - Projected:
    - Contract support for career paths
    - Fund COI awards program
    - Fund 2010 COI summits
    - Fund COI training assessment
- Brand Image
  - Logo
  - Civilian Marines Pins

Questions